

Subject: Re: Revised Finl Report 2016 and Jan Feb
From: Donald Duckworth <duckworth.donald@gmail.com>
Date: 03/15/2017 09:14 PM
To: "Robert E. Smith" <resmith@earthlink.net>
CC: Miki Payne2 <miki@hbdrollinger.com>
BCC: Donald R Duckworth <duckworth.donald@gmail.com>

You work hard enough Bob without staying up late tonight to mess with these classification issues. Please do not work late tonight on this bookkeeping.

The best way to resolve this is for you to give Miki a full backup copy of Quickbooks. I'll go in and make the reclassifications that are needed. It will take half an hour. Easy. And then it will be done without further communications issues.

I can also set up the SWFM account so that Miki & I can have some real data to work with.

Please give Miki the backup copy we would need to make the changes. Thank you.

On Wed, Mar 15, 2017 at 2:21 PM, Robert E. Smith <resmith@earthlink.net> wrote:

Don, I just saw your email form this morning just as I was leaving for Rotary. It has been a very busy morning, sorry for the delay in responding to you. I do not have QuickBooks On-Line so you would not be able to go online and make changes. However, I want to look at those items of your concern because I thought that I had change the categories to be the same as that was on the spreadsheet that you gave me the last time we met. I have a Planning Commission meeting for the City of Hawthorne tonight and when it is over around 9pm I will go over the WBID categories and make those changes. I guess I am having a difficult time trying to understand why at your Board meeting that you couldn't just tell the Board Members that we are in the process of changing the categories to give a clearer picture of the BID's income and expenses and also a separate report on the Farmers Market and once it is completed you would email it to them for their review. Also I was not aware that the City did not want the BID's to use the term Maintenance, as that term has been a category item since the beginning of the Westchester BID. I will make those changes also. I should be able to work on it tonight after the Planning Commission Meeting, which should be a long one tonight, numerous projects to review, and will do my best to email it to you first thing in the morning.

Bob

-----Original Message-----

From: Donald Duckworth
Sent: Mar 15, 2017 10:28 AM
To: "Robert E. Smith"
Cc: Miki Payne2
Subject: Re: Revised Finl Report 2016 and Jan Feb

Thanks Bob...

It seems that most of the needed expense re-classifications have been made.

What is the "donation" of -\$500 under income?

Under "Landscape, Sanitation, Beautification" I don't see the Precision Concrete Cutting line item we discussed; that's the \$18,000 +/- expense we incurred. Also, we should have a "Decorative Plaque" line item that I don't see. All Clean Streets expense should be classified as "Streetscape"; there is no need to have 2 classifications for "Landscape Maintenance" and "Streetscape Maintenance."

Also remember that the City has suggested that BIDs not use the word "maintenance" so it should be removed from all of our account titles.

Under "Marketing & Promotions" I don't see "Trash Receptacle Plaques" or "Printing."

"Sunday Westchester Farmers' Market" has not been separated as we discussed.

I'd really like to help make this easier. If all of this is on Quick Books on-line, I'd like to access the BID account and go through the entire year, make the re-classifications we discussed, and create the new SWFM line items. Miki as WBIA Treasurer can sit with me as this is done. Can you send me the log-on info please?

I've to take some reports to the WBIA Board and we need a report to work from on the Farmers' Market, so I'd like to do this work asap.

Thanks for understanding Bob.

On Mon, Mar 13, 2017 at 10:26 AM, Robert E. Smith <resmith@earthlink.net> wrote:

Don, attached is the revised 2016 Financial report along with Jan and Feb. I made the changes to the categories as you requested but please review and if there is anything missing or needs to be corrected please let me know. I did not get the chance to do a separate report for the Sunday Farmers Market, but will work on that tonight.

Bob

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